



# BUILD A CITY. BUILD A FUTURE.



## GIS SPECIALIST 1 - CAD TECHNICIAN

*As one of the fastest growing cities in Canada, City of Surrey is a globally recognized leader in building vibrant, sustainable communities through technology and innovation. City of Surrey employees are talented innovators, inspired by meaningful work and the opportunity to drive our city—and their careers—forward. Build a City. Build a Future at the City of Surrey.*

### SCOPE

The CAD Technician (GIS Specialist 1) is responsible for the maintenance of geospatial data, as well as the design and creation of digital products such as maps, display, and reports.

### RESPONSIBILITIES

- Reads and interprets legal plans and engineering drawings.
- Processes Legal Plan and As-Built drawings and updates cadastre and infrastructure spatial data inventories accordingly.
- Conducts QA/QC on data edits to ensure updates done comprehensively and accurately.
- Updates process documentation, metrics and status of production environment.
- Develops databases and other digital products utilizing GIS and CAD knowledge and skills.
- Communicates problems, identifies deficiencies, and suggests solutions to GIS data related issues.
- Performs other duties as required.

### EMPLOYMENT STATUS

Union - CUPE Local 402 - Term (1 year)

### QUALIFICATIONS

- related engineering discipline from a recognized post-secondary institution, plus 1 year of directly related and relevant experience. OR
- Completed a Diploma in an acceptable related engineering discipline from a recognized post-secondary institution, plus 3 years of directly related and relevant experience. OR
- Completed technical courses in the field, plus 5 years of directly related and relevant experience.
- Experience in a municipal setting is preferred.

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# BUILD A CITY. BUILD A FUTURE.

HELP US BUILD A WORLD-CLASS CITY.



Qualified applicants will be able to demonstrate the following knowledge, skills and abilities:

- Able to read and interpret engineering drawings (design and as-built) and legal plans.
- Demonstrable experience with spatial data editing tools in an ArcMap environment.
- Familiar with CAD Drafting processes, procedures and techniques are a plus.
- Considerable knowledge with various CAD and GIS file formats.
- High amount of accuracy and attention to detail.
- Able to build and maintain effective working relationships with key internal and external stakeholders.
- Able to deliver value-added customer service.
- Strong problem-solving skills.

## OTHER INFORMATION

Pay Steps	Hourly Rate
Step 1	\$38.98
Step 2 (6 months)	\$40.60
Step 3 (18 months)	\$42.19
Step 4 (30 months)	\$43.77

**This Posting will Close on February 12, 2024**

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